

92N0088XPE

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POW-1

## **Place of Work Coding Manual**



### **Automated Coding**

Revised July 22, 1996



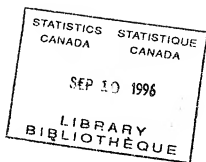
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**POW-1**



**Place of Work  
Coding Manual**

Prepared by: Census Operations Division  
Social, Institutions and  
Labour Statistics Field



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## I. Introduction to the Place of Work Variable

The Place of Work (POW) variable identifies the physical location of Canada's experienced labour force while they are at work. By comparing this information with a respondent's place of residence, Statistics Canada is able to produce origin/destination patterns of where people live and where they work. POW data also helps identify characteristics such as income, marital status, etc., of people who work (not necessarily live) within specific geographic areas.

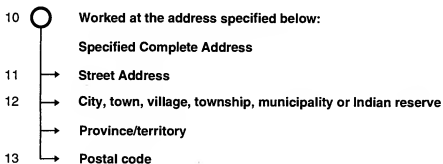
The Place of Work question has two objectives. The first objective is to identify respondents Place of Work status. Place of Work status is indicated by a respondent checking one of the four following check-off circles:

- 07 ☐ Worked at home
- 08 ☐ Worked outside Canada
- 09 ☐ No fixed workplace address
- 10 ☐ Worked at the address specified below:

<p>43. At what address did this person usually work?</p> <p><i>Example:</i></p> <p style="text-align: center;">365 Laurier Ave. West</p> <p>Number     ↑     ↑     ↑</p> <p>Name         ↑     ↑     ↑</p> <p>Type            ↑     ↑     ↑</p> <p>Direction      ↑     ↑     ↑</p> <p><i>If direction (e.g., North, South, East or West) is a part of the street address, please include it.</i></p> <p><i>If street address is unknown, specify the building or nearest street intersection.</i></p> <p><b>Note:</b> Some large cities are made up of smaller cities or towns called municipalities. Where applicable, identify the municipality rather than the larger city, for example, Dorval rather than Montréal, Scarborough rather than Toronto, St. Albert rather than Edmonton, Saanich rather than Victoria.</p>	<p>07 <input type="radio"/> Worked at home (including farms) Go to Question 45</p> <p>08 <input type="radio"/> Worked outside Canada Go to Question 45</p> <p>09 <input type="radio"/> No fixed workplace address Go to Question 44</p> <p>10 <input type="radio"/> Worked at the address specified below:</p> <p>Specify complete address</p> <p>Street address (see example)</p> <p>11 <input style="width: 100%;" type="text"/></p> <p>City, town, village, township, municipality or Indian reserve</p> <p>12 <input style="width: 100%;" type="text"/></p> <p>Province/territory</p> <p><input style="width: 100%;" type="text"/></p> <p>Postal code</p> <p>13 <input style="width: 20%;" type="text"/> <input style="width: 20%;" type="text"/> <input style="width: 20%;" type="text"/> <input style="width: 20%;" type="text"/></p>
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When a respondent indicates a POW status of "Worked at the address specified below" (circle 10), the respondent is asked to identify his/her specific geographic location of work by providing a full address in spaces 11, 12 and 13 of the Place of Work question.

The second objective of the POW question is to identify the specific geographic location of workplaces, for anyone specifying a usual workplace address.





## II. Three Tiers of Coders

POW responses are loaded on to individual work stations where, as a coder you will review them. You will compare these responses to reference file records, and code them by matching the response provided by the respondent to a reference file record. The POW Interactive Coding System is Windows-based, allowing you to do all this by using a mouse. You can use your mouse to select the reference file you wish to search, and scroll through reference file records. Once you have reviewed the response, you will either code the response to a reference file record, identify the response as a special case, or refer the response to a more expert level of coder.

You will identify a response as a **special case** when the information provided by the respondent makes it impossible to code the response to a reference file record. You have four choices when coding a **special case**.

Special Case Response	
Workplace location	Examples of responses
At Home	"in my own home" "work at home" "in my basement" "at home"
No Fixed Workplace	"work all over" "throughout Toronto" "all over Ontario" "many locations" "no fixed address" "no usual place" "all over the place"
Outside Canada	"United States" "South Africa" "Germany" "Europe" "foreign country" "outside the country"
None of these	"where ever there is work" "none of your business" "why do you need to know"
Cancel	

**A. Tier 1 Coders**

Your responsibilities as a Tier 1 coder are:

1. to review all POW responses and perform one of the following actions: code the response using a reference file, code the response as a special case or refer the response to a Tier 2 coder – the majority of POW responses will be coded by Tier 1 coders; and
2. to recode responses coded by other Tier 1 coders. This is known as Tier 1 Quality Control coding.

**B. Tier 2 Coders**

The coding process for Tier 1 and Tier 2 coders is very similar. There is however one major coding difference. Tier 2 coders have access to an additional reference file. Using a Census Tract button, responses can be coded to a different level of geography, the Census Tract. Your responsibilities as a Tier 2 coder are:

1. to code responses which Tier 1 coders have referred;
2. to adjudicate in those instances where Tier 1 coders and Tier 1 Quality Control coders disagree on the correct code to assign to a response;
3. to recode all responses from Tier 1 which failed Quality Control; and
4. to recode responses coded by other Tier 2 coders. This is known as Tier 2 Quality Control coding.

**C. Tier 3 Coders**

Tier 3 coders face the challenge of making coding decisions concerning those responses which are extremely difficult to code. There are four sources of responses which Tier 3 coders will code.

1. They will adjudicate in those instances where Tier 2 coders and Tier 2 Quality Control coders disagree on the correct code to assign to a response.
2. They will recode all responses from Tier 2 which failed Quality Control.
3. They will code responses which have been referred by Tier 2 coders.
4. They will code responses which were deferred by a Tier 3 coder at an earlier time. Responses which have been deferred originated from sources 1, 2 or 3 above.

### III. Reference Files

Five reference files are available to code POW responses. Each reference file contains records which have been linked to geocodes by identifying a specific geographic location. The reference files will appear like this on your screen:



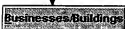
#### A. Reference File Default Order

When a response is loaded, the POW Interactive Coding System has been programmed to automatically default to a specific reference file and proceed with a search in that specific reference file, according to the response provided by the respondent.



If the respondent provided a postal code in his/her response, the system will automatically open the Postal Codes reference file and identify the postal code record which comes closest to matching the respondent's postal code.

→ Eastman Trucking, 125 North St. E., Ottawa, Ontario, **K1R 7T9**



If a postal code was not provided by the respondent, the system will automatically open the Businesses/Buildings reference file. The system will then automatically identify the reference file record which comes closest to matching the respondent's Industry Name of Firm response.

→ **Eastman Trucking**, 125 North St. E., Ottawa, Ontario



If the respondent did not provide an Industry Name of Firm response, the system will automatically open the Street Addresses reference file. The system will automatically search for the reference file record which comes closest to matching the respondent's city and street response.

→ **125 North St. E., Ottawa, Ontario**

There are two reference files which the system will never open automatically: the Intersections reference file and the Cities/Towns reference file. You must click the corresponding button to open either of these reference files.

**Intersections**

If the respondent has provided an intersection as the location for their Place of Work, click on the Intersections reference file button. The system will identify the closest matching reference file city and then the Street 1 record. You will then have to find a match by scrolling through the intersecting Street 2 records.

→ **Nepean St at Bank St, Ottawa**

**Cities/Towns**

If the respondent has provided only a placename as the location for their Place of Work, click on the Cities/Towns reference file button and the system will identify the closest matching reference file record.

→ **Glebe, Ottawa**

When the system opens a specific reference file by default and automatically identifies the closest matching reference file record, the reference file record may match the response exactly, allowing you to code the response. In most cases, the reference file record identified by the system will be close but will not match exactly, in which case a more thorough search is needed. However, the default gives you a starting point to make processing quicker and easier.

#### IV. The Postal Codes Reference File

The Postal Codes reference file contains most postal codes in Canada, with the corresponding civic number range, odd or even indicator for the civic number, placename, street name, street type, street direction, city, CMA and province name. This file allows the postal code provided by the respondent to be matched to the six characters of the reference file postal code.

When a response is loaded into the POW Interactive Coding System with a respondent-provided postal code, the Postal Codes reference file will automatically open and identify the closest matching postal code record in the reference file. You may choose to code the response to the reference file record the system has identified or search for a closer match. Within the Postal Codes reference file, primary searches can be initiated using either the Postal code, City or CMA, with secondary searches on Street.

The following example shows a reference file record identified by the system, when a respondent-provided postal code of **K1R 7W4** was loaded into the system.

Postal Code									
Postalcode	Range	Odd/even	Place	Street	Type	Direction	City	Cma	Province
K1R7V8	746 - 760	E	OTTAWA	ALBERT	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1R7W1	170 - 222	E	OTTAWA	800TH	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1R7W4	10 - 40	E	OTTAWA	PRESTON	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1R7W6	80 - 120	E	OTTAWA	FLORENCE	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1R7W7	710 - 738	E	OTTAWA	ALBERT	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A1	16 - 20	E	OTTAWA	REDMOND	PL		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A2	5 - 19	O	OTTAWA	MONTCALM	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A3	14 - 34	E	OTTAWA	MONTCALM	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A4	47 - 83	O	OTTAWA	HAVELOCK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A6	32 - 80	E	OTTAWA	HAVELOCK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1S0A9	1 - 31	O	OTTAWA	HAWTHORNE	AV		OTTAWA	OTTAWA - HULL	ONTARIO

## A. Coding With the Postal Codes Reference File

When the Postal Codes reference file is opened, follow the procedures outlined below.

Compare the postal code provided by the respondent to the postal code record in the reference file which the system has automatically identified.

Microsoft Excel

Edit Window About

Place Of Work

Postal Codes Businesses/Buildings Street Addresses Intersections Cities/Towns Exit Coding Program

Street: 117 MURRAY ST  
City: OTTAWA ONTARIO  
Province: K1N5M5  
Postal Code: K1N5M5

City: Ottawa  
Cma: Ottawa  
Province: Ontario

Firm: MACELLAN ENGINEERING

CODE  
Refer  
Special Case  
Census Tract  
Previous  
Next  
Continue  
Detail File

Postal Code: ☒ K1N5M5  
Street: ☐ MURRAY  
City: ☐ OTTAWA  
Cma: ☐ OTTAWA - HULL  
Province: ☐ ONTARIO

Search ???

Original Order

Postalcode	Range	Place	Street	Type	Dir	City	Cma	Province
K1N5K4	253 - 377	OTTAWA	ST PATRICK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5K5	252 - 310	OTTAWA	ST PATRICK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5L2	429 - 455	OTTAWA	OLD ST PATRICK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5L3	432 - 454	OTTAWA	OLD ST PATRICK	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M4	6 - 36	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M5	67 - 123	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M6	76 - 122	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M7	135 - 179	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M8	186 - 196	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5N4	312 - 346	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5N5	317 - 351	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5N6	352 - 388	OTTAWA	DE LAURIE	AV		OTTAWA	OTTAWA - HULL	ONTARIO

A postal code was provided. **K1N5M5**

The response provided was **117 MURRAY ST OTTAWA ONTARIO K1N5M5**.

The system automatically opened the Postal Codes reference file and identified the closest matching reference file record with a postal code of **K1N5M5** between an **O(dd)** street range of **67 - 123** on the street of **MURRAY** in the city of **OTTAWA** in the CMA of **OTTAWA-HULL** in the province of **ONTARIO**.

The reference file record identified by the system matches the response.

If the response and reference file address components match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, scroll up and down the reference file in search of a record which matches the response.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: 109 MURRAY ST City: Ottawa  
City: OTTAWA ONTARIO Cma: Ottawa - Hull  
Province: Province: Ontario

Postal Code: K1N5M9

Firm: GABRIEL DESIGNS

CODE Refer Special Case Census Tract Previous Next Continue Detail File

Search ???

Original Order

Postal Code: K1N5M9  
Street: MURRAY  
City: OTTAWA  
Cma: OTTAWA - HULL  
Province: ONTARIO

Postalcode	Range	Id	Place	Street	Type	Dir	City	Cmaname	Province
K1N5M4	6 - 36	E	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M5	67 - 123	O	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M6	76 - 122	E	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M7	135 - 179	O	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M8	136 - 196	E	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M4	312 - 346	E	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M5	317 - 351	O	OTTAWA	MURRAY	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M8	1 - 39	O	OTTAWA	DESJARDINS	AV		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M9	2 - 30	E	OTTAWA	DESJARDINS	AV		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M7	145 - 179	O	OTTAWA	CLARENCE	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M4	495 - 555	O	OTTAWA	WILBROD	ST		OTTAWA	OTTAWA - HULL	ONTARIO
K1N5M5	22 - 365	O	OTTAWA	CLARENCE	ST		OTTAWA	OTTAWA - HULL	ONTARIO

A postal code was provided. **K1N5M9**

The response provided was **109 MURRAY ST OTTAWA ONTARIO K1N5M9**.

The system automatically opened the Postal Codes reference file and identified the closest matching reference file record with a postal code of **K1N5M4** between an **E(even)** street range of **312 - 346** on the street of **MURRAY** in the city of **OTTAWA** in the CMA of **OTTAWA-HULL** in the province of **ONTARIO**.

The response and Postal Codes reference file record do not match. By scrolling up, a correct match can be found with the Postal Codes reference file record of **K1N5M5** between an **O(odd)** street range of **67 - 123** on the street of **MURRAY** in the city of **OTTAWA** in the CMA of **OTTAWA-HULL** in the province of **ONTARIO**.

The reference file record you identified by scrolling matches the response.

If the response and reference file address components match except for the postal code, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use City for the primary search and initialize the secondary search on Street.

Reconnaissance du Canada 1996/1996 Census of Canada

Edit Window

Place Of Work

Postal Codes Business Buildings Street Addresses Intersections Cities/Towns Exit Coding Program

Place of Work of Respondent  
 Street: 109 MURRAY ST  
 City: OTTAWA ONTARIO  
 Province: K1N5M9  
 Postal Code: K1N5M9

Respondent's RESIDENCE  
 City: Ottawa  
 Cms: Ottawa - Hull  
 Province: Ontario

INDUSTRY or WORK of Respondent  
 FIRM: GABRIEL DESIGNS

Postal Code: K1N5M9  
 Street: MURRAY  
 City: OTTAWA  
 Cms: OTTAWA - HULL  
 Province: ONTARIO

Search ???

Original Order

CODE  
 Refs  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail Edit

MUNICIPALITIES				STREETS		BLOCKS			
City	Dist	Province	Street	Type	Dist From	To	Place	Postal	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	76	122	OTTAWA	K1N5M6	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	138	196	OTTAWA	K1N5M8	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	67	123	OTTAWA	K1N5M5	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	135	179	OTTAWA	K1N5M7	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	67	36	OTTAWA	K1N5M4	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	7	61	OTTAWA	K1N5M3	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	317	351	OTTAWA	K1N5M5	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	350	360	OTTAWA	K1N5M1	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	353	361	OTTAWA	K1N5M2	
OTTAWA	OTTAWA	ONTARIO	MURRAY	ST	312	345	OTTAWA	K1N5M4	

A match could not be achieved using the postal code. **K1N5M9**

The response provided was **109 MURRAY ST OTTAWA ONTARIO K1N5M9**.

A primary search is initiated using City. **OTTAWA**

A secondary search is initiated on Street. **MURRAY**

The searches have identified the reference file record in the city of **OTTAWA**, on **MURRAY ST** between an (O)dd street range of 67 to 123 at postal code of **K1N5M5**.

The reference file record identified by the search matches the response.

If the response and reference file address components match except for the postal code, code the response.



If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use CMA for the primary search and initialize the secondary search on Street.

Recensement du Canada 1996/1996 Census of Canada

Edit Window

Place Of Work

Postal Codes Businesses/Buildings Street Addresses Intersections Cities/Towns Exit Coding Program

Place of Work of Respondent

Street: 10 MURRAY ST City: Ottawa  
CMA: OTTAWA-ONTARIO CMA: Ottawa-Hull  
Province: K1N9M5 Province: Ontario

Respondent's RESIDENCE

CODE  
Ruler  
Special Case  
Census Tract  
Previous  
Next  
Continue  
Detail File

INDUSTRY of WORK of Respondent

Firm: GABRIEL DESIGNS

Postal Code: K1N9M5  
Street: MURRAY  
City: OTTAWA  
CMA: OTTAWA - HULL  
Province: ONTARIO

Search ???  
Original Order

CMAS		STREETS		BLOCKS						
CMA	City	Street	Place	From	To	Type	D4Postalcode	City	Province	
NEW GLASGOW		MUREAU	HULL	1	17	RU	JBY3JB	HULL	QUEBEC	
NORTH BATTLEFORD		MURIEL	OTTAWA	5	35	ST	JKN5M4	HULL	QUEBEC	
NORTH BAY		MURIELS DES	OTTAWA	7	51	ST	JKN5M5	HULL	QUEBEC	
ORILLIA		MURMOUTH	HULL	8	12	RU	JBY3J7	HULL	QUEBEC	
OSHAWA		MURPHY	OTTAWA	57	123	ST	K1N5M5	HULL	QUEBEC	
OTTAWA - HULL		MURPHY SIDE	OTTAWA	75	122	ST	K1N5M5	HULL	QUEBEC	
OWENSOUND		MURRAY	OTTAWA	135	179	ST	K1N5M7	HULL	QUEBEC	
PEMBROKE		MURRIE	OTTAWA	135	195	ST	K1N5M8	HULL	QUEBEC	
PENTICTON		MURRAY OBLENIS	GATINEAU	201	305	RU	JBY423	HULL	QUEBEC	
PETERBOROUGH		MUSARAIGNES DES	GATINEAU	300	300	RU	JBY423	HULL	QUEBEC	
PORTALBERNI		MUSCATEL	OTTAWA	312	345	ST	K1N5M4	HULL	QUEBEC	
PORTLAND		MUSCAT	OTTAWA	312	345	ST	K1N5M5	HULL	QUEBEC	

A match could not be achieved using the postal code. **K1N9M5**

The response provided was **10 MURRAY ST OTTAWA ONTARIO K1N9M5**.

A primary search is initiated using CMA. **OTTAWA-HULL**

A secondary search is initiated on Street. **MURRAY**

The searches have identified the reference file record in the CMA of **OTTAWA-HULL** on **MURRAY ST** between an (O)dd street range of 8 to 12 in the city of **VANIER** at postal code **K1N9M7**.

The reference file record identified by the search is very similar. The respondent has identified the city of Ottawa when he/she should have written Vanier.

If the response and reference file address components match except for the postal code and city name, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, continue your search by comparing the postal codes.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: 610 MURRAY ST  
City: OTTAWA ONTARIO  
Province: K1N7W9

City: Ottawa  
Cma: Ottawa - Hull  
Province: Ontario

Firm: GABRIEL DESIGNS

Postal Code: K1NM9  
Street: MURRAY  
City: OTTAWA  
Cma: OTTAWA - HULL  
Province: ONTARIO

Search ???

Original Order

CODE  
Refer  
Special Case  
Census Tract  
Previous  
Next  
Continue  
Detail File

CMAS		STREET		BLOCKS						
Cname	Streetname	Id	From	To	Type	Di	Postalcode	Place	City	Province
NEW GLASBORO	MURRAY	10	1	17	RU		J8Y3J8	HULL	HULL	QUEBEC
NORTH BATTLEFORD	MURIEL	E	6	36	ST		K1N5M4	OTTAWA	HULL	QUEBEC
NORTH BAY	MURIELS, DES	10	7	61	ST		K1N5M5	OTTAWA	HULL	QUEBEC
ORILLIA	MURMOUTH	E	9	12	RU		J8Y3J7	HULL	HULL	QUEBEC
OSHAWA	MURPHY	10	67	123	ST		K1N5M5	OTTAWA	HULL	QUEBEC
OTTAWA - HULL	MURPHY SIDE	E	76	122	ST		K1N5M6	OTTAWA	HULL	QUEBEC
OWEN SOUND	MURRAY	10	135	179	ST		K1N5M7	OTTAWA	HULL	QUEBEC
REMBROKE	MURRIE	E	136	196	ST		K1N5M8	OTTAWA	HULL	QUEBEC
PENTICTON	MURPHY, DENNIS	10	281	305	RU		J8P423	GATINEAU	HULL	QUEBEC
PETERBOROUGH	MUSCAIGNES, DES	E	300	300	RU		J8P424	GATINEAU	HULL	QUEBEC
PORT ALBERNI	MUSCATEL	E	312	346	ST		K1N5N4	OTTAWA	HULL	QUEBEC
PORT HURON	MUSCOT	10	217	261	ST		K1N5N5	OTTAWA	HULL	QUEBEC

A match could not be achieved using the postal code. **K1NM9**

The response provided was **610 MURRAY ST OTTAWA ONTARIO K1N7W9**.

A primary search is initiated using CMA. **OTTAWA-HULL**

A secondary search is initiated on Street. **MURRAY**

The searches have identified the reference file record in the CMA of **OTTAWA-HULL**, on **MURRAY ST**. A civic street range which matches the response cannot be found.

The reference file record identified by the search does not match the response.

If the postal code provided by the respondent is different from the parent search postal code, initiate another search. Use the respondent's postal code for the search. Continue coding.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: 10 MURRAY ST City: Hull  
City: OTTAWA ONTARIO Cma: Ottawa - Hull  
Province: Ontario Province: Quebec  
Postal Code: K1N7W9

Firm: GABRIEL DESIGNS

Postal Code: K1NM9  
Street: MURRAY  
City: OTTAWA  
Cma: OTTAWA - HULL  
Province: ONTARIO

Search ???

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CMAS	Streets	Blocks
Cname	Streetname	Di From To Type Di Postalcode Place City Province
NEW GLASGOW	MURRAY	O 1 17 RU JB33B HULL HULL QUEBEC
NORTH BATTLEFORD	MURIEL	E 6 36 ST K1N5M4 OTTAWA HULL QUEBEC
NORTH BAY	MURKERS, DES	O 7 61 ST K1N9M5 OTTAWA HULL QUEBEC
ORILLIA	MURMOUTH	E 8 12 RU JB337 HULL HULL QUEBEC
OSHAWA	MURPHY	O 67 123 ST K1N5M5 OTTAWA HULL QUEBEC
OTTAWA HULL	MURPHY SIDE	E 76 122 ST K1N5M6 OTTAWA HULL QUEBEC
OWEN SOUND	MURRAY	O 135 179 ST K1N5M7 OTTAWA HULL QUEBEC
PEMBROKE	MURRIE	E 136 196 ST K1N5M8 OTTAWA HULL QUEBEC
PENTICTON	MURRY OBLENI'S	O 281 305 RU JB423 GATINEAU HULL QUEBEC
PETERBOROUGH	MUSARAINES, DES	E 300 300 RU JB424 GATINEAU HULL QUEBEC
PORT ALBERT	MUSCATEL	E 312 346 ST K1N5M4 OTTAWA HULL QUEBEC
PORT HURON	MURRAY	O 217 351 ST K1N5M5 OTTAWA HULL QUEBEC

A match could not be found using the search postal code. K1NM9

The respondent-provided postal code is different than the search postal code K1N7W9. Go through the procedures again using the respondent-provided postal code.

If the respondent has provided a firm name, continue your search by opening the Businesses/Buildings reference file.

Businesses/Buildings

If the respondent has not provided a firm name, continue your search by opening the Street Addresses reference file.

Street Addresses

Note: To code a response, ensure that:

- the street name provided by the respondent is similar to the reference file record street name; and that
- the civic number provided by the respondent falls within the reference file record civic street range. (Watch for the O-odd and E-even identifiers.)



## V. The Businesses/Buildings Reference File

The Businesses/Buildings reference file contains most business and building names in Canada, with a corresponding civic number, placename, street name, street type, street direction, city, CMA and province name. This reference file allows responses to be coded by matching business or building reference file records to firm name and address provided by the respondent.

When the Businesses/Buildings reference file is opened and the respondent has provided an Industry Name of Firm response, the system will automatically identify the closest matching reference file record. A secondary search on City will also be required. You may either choose to code using the reference file record the system has identified or search the reference file for a closer match. Within the Businesses/Buildings reference file, primary searches can be initiated using either the business or building name, Street, City or CMA with secondary searches on City with Street, or Street with City and CMA.

The following example shows a business record for the **Humour Institute** in the city of **North York** located within the CMA of **Toronto** in the Province of **Ontario** at **5400 Yonge St.** If the firm name and address provided by the respondent match this reference file record, code the response using the coding button.

Businesses/Buildings		Municipalities			Street Address		
Firmname		City	Cma	Province	Number	Type	Name
HUMMINGBIRD'S LOFT		NORTH YORK	TORONTO	ONTARIO	5400	ST	YONGE
HUMDNICS INTERNATIONAL							
HUMOUR INSTITUTE							
HUMPAGE TAYLOR MC DONALD							
HUMPBAC VALLEY CAMPGROUND LTD							
HUMPBAC MOTORCYCLES							
HUMPERDINK CANADA							
HUMPESEI COMPANY LTD							
HUMPHREY & PATERSON							
HUMPHREY ALUMINUM							
HUMPHREY ALUMINUM PRODUCTS LTD							
HUMPHREY ALUMINUM WINDOWS LTD							

## A. Coding with the Businesses/Buildings Reference File

When the Businesses/Buildings reference file is opened, follow the procedures outlined below.

Compare the name of the firm provided by the respondent to the Businesses/Buildings reference file record the system has identified.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File **Business/Building List** Street Address File Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST City: VANCOUVER  
 City: VANCOUVER BRITISH COLUMBIA Cma: VANCOUVER  
 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE  
 Postal Code: V6Z2E3

Firm: A KETTLE OF FISH

CODE  
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 Special Case  
 Census Tract  
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 Detail File

Postal Code: V6Z2E3  
 Street: PACIFIC  
 City: VANCOUVER  
 Cma: VANCOUVER  
 Firm: A KETTLE OF FISH

Search CITY

Original Order

Businesses/Buildings			Municipalities			Street Address		
Firmname	City	Cname	Provin	Number	Type	Name		
A KENNEDY	VANCOUVER	VANCOUVER	BRITIS	900	ST	PACIFIC		
A KENNEDY SCHOOL OF SAFE								
A KENT								
A KER & K FORTIN								
A KESKULA								
A KETTLE OF FISH								
A KEY DEALOCK & SAFE								
A KEYS-LESSARD								
A KHA RESTAURANT								
A KHAMSOONTHAVONG S KHAMVONGSAO/A A K O								
A KHIMANI								
A L'AMOUR NEST / L'EM DES ROUTES DE CHALIV								

A firm name was provided. **A KETTLE OF FISH**

The response provided was **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3**.

When the Businesses/Buildings reference file was opened, the system automatically identified the closest matching reference file record with a firm name of **A KETTLE OF FISH**, at an address of **900 PACIFIC ST**, in the city of **VANCOUVER**, in the province of **BRITISH COLUMBIA**.

The reference file record identified by the system matches the response.

If the response and reference file firm name and address components are very similar, code the response.

If the firm name provided by the respondent and the reference file record identified by the system do not match, scroll up and down the reference file in search of a record which matches the response.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Street Address File Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST  
City: VANCOUVER  
Province: VANCOUVER BRITISH COLUMBIA  
Postal Code: V6Z2E3

City: VANCOUVER  
Cma: VANCOUVER  
Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

CODE  
Refer  
Special Case  
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Firm: A KENTLE OF FISH

Postal Code: V6Z2E3  
Street: PACIFIC  
City: VANCOUVER  
Cma: VANCOUVER  
Firm: A KENTLE OF FISH

Search ???

Original Order

Businesses/Buildings			Municipalities			Street Address		
Firmname	City	Cmaname	Provin	Number	Type	Name		
A KELLY	WELLAND	ST. CATHARINES	ONTAR	1800	ST	NIAGARA		
A KENADY HEATING & VENTILATION LTD								
A KENNEDY								
A KENNEDY SCHOOL OF SAFE								
A KENT								
A KESKULA								
A KETTLE OF FISH								
A KEY IDEA LOCK & SAFE								
A KEYES LESSARD								
A KHAI RESTAURANT								
A KHAN SODHY VONG S. KHANVONGSA PUA A Y C								

A firm name was provided. **A KENTLE OF FISH**

The response provided was **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3**.

When the Businesses/Buildings reference file was opened, the system automatically identified the closest matching reference file record with a firm name of **A KER & FORTIN**, at an address of **800 NIAGARA ST**, in the city of **WELLAND**, in the province of **ONTARIO**.

The response provided by the respondent and the Businesses/Buildings reference file record do not match. By scrolling, a match can be found with **A KETTLE OF FISH**.

The reference file record you have identified by scrolling matches the response.

If the response and reference file firm name and address components are very similar, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use Street for the primary search and initialize the secondary search on City.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3** Street Address File Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST City: VANCOUVER  
City/V: VANCOUVER BRITISH COLUMBIA Cma: VANCOUVER  
Province: VANCOUVER BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE  
Postal Code: V6Z2E3

Firm: A KETTLE OF FISH

☐ Postal Code: V6Z2E3  
☒ Street: PACIFIC  
☐ City: VANCOUVER  
☐ Cma: VANCOUVER  
☐ Firm: A KETTLE OF FISH

Search ???

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STREETS		Municipalities			Businesses/Buildings		
Streetname	City	Cname	Provint	Number	Type	Name	
PACHENA	VANCOUVER	SUDBURY	BRITIS	770	BV	JOHNNY CHEUNG	
PACHIND	VANCOUVER	VANCOUVER	BRITIS	777	ST	JOSEPH KOVACS OP BLACK TOP CAB #56	
PACI	VANCOUVER	THUNDER BAY	BRITIS	1106	ST	KATHY LELIEVER	
PACIFAC	VANCOUVER	TORONTO	BRITIS	750	BV	KELVIN WONG	
PACIFIC	VANCOUVER	VANCOUVER	BRITIS	431	BV	KERRY RONALD BIRKELAND O/A KERRY	
PACIFIC CENTRE	VANCOUVER	VANCOUVER	BRITIS	900	ST	KETTLE CO RESTAURANTS LTD	
PACIFIC CENTRE VSE TOWER	VANCOUVER	VANCOUVER	BRITIS	770	BV	KINGSTON COLLEGE DOWNTOWN INC	
PACIFIC GATE	VANCOUVER	VANCOUVER	BRITIS	1279	BV	KITCHEN TO KITCHEN	
PACIFIC JCT	VANCOUVER	WINNIPEG	BRITIS	1155	ST	LAREDO FILM CO ATT MICHAEL SPEARIN	
PACIFIC LACHINE				1275	ST	LEPIK CONSTR LTD	
PACIFIC S				1276	ST	LEPIK CONSTRUCTION LTD	

A match could not be achieved using the firm name. **A KETTLE OF FISH**

The response provided was **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3**.

A primary search is initiated using Street. **PACIFIC**

A secondary search is initiated using City. **VANCOUVER**

The searches have identified the reference file record on **PACIFIC ST**, in the city of **VANCOUVER**, with a firm name of **KETTLE OF FISH** at the civic number of **900**.

The reference file record identified by the search matches the response.

If the response and reference file firm name and address components are very similar, code the response.



If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use City for the primary search and initialize the secondary search on Street.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File **Street Address File** Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST City: VANCOUVER  
 City: VANCOUVER BRITISH COLUMBIA Cma: VANCOUVER  
 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE  
 Postal Code: V6Z2E3

Firm: A KETTLE OF FISH

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Postal Code: V6Z2E3  
 Street: PACIFIC  
 City: VANCOUVER  
 Cma: VANCOUVER  
 Firm: A KETTLE OF FISH

Search ???

Original Order

Municipalities			STREETS		Businesses/Buildings		
City	Cname	Province	Streetname	Number	Type	Name	
VANCOUVER		BRITISH COL	ORMIDALE	770	BV	IRISH ROVERS FREE HOUSE CORP	
VANCOUVER	SUDBURY	BRITISH COL	OSLER	770	BV	J CHEUNG, I LEE & P MOY	
VANCOUVER		BRITISH COL	OSTLER	770	BV	JOHNNY CHEUNG	
VANCOUVER		BRITISH COL	OUVER B C	777	ST	JOSEPH KOVACS OF BLACK TOP CA	
VANCOUVER		BRITISH COL	OXFORD	1105	ST	KATHY LIEUEVER	
VANCOUVER		BRITISH COL	PACIFIC	750	BV	KELVIN WONG	
VANCOUVER		BRITISH COL	PACIFIC	431	BV	KERRY RONALD BIRKELAND D/A K	
VANCOUVER		BRITISH COL	PACIFIC CENTRE	900	ST	KETTLE CO RESTAURANTS LTD	
VANCOUVER	QUEBEC	BRITISH COL	PACIFIC CENTRE VSE YD	770	BV	KINGSTON COLLEGE DOWNTOWN	
VANCOUVER	OTTAWA - HUI	BRITISH COL	PACIFIC VANCOUVER	1279	BV	KITCHEN TO KITCHEN	
VANCOUVER		BRITISH COL	PACIFIC	1155	ST	LARDO FILM CO ART MICHAEL SPO	
VANCOUVER	SASKATON	BRITISH COL	PANDA F				

A match could not be achieved using the firm name. **A KETTLE OF FISH**

The response provided was **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3**.

A primary search is initiated using City. **VANCOUVER**

A secondary search is initiated using Street. **PACIFIC**

The searches have identified the reference file record on **PACIFIC ST**, in the city of **VANCOUVER**, with a firm name of **KETTLE OF FISH** at the civic number of **900**.

If the response and reference file firm name and address components are similar, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use CMA for the primary search and initialize the secondary search on Street.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File **Street Address File** Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST  
 City: SURREY  
 Province: BRITISH COLUMBIA  
 Postal Code: V6Z2E3

City: SURREY  
 CMA: VANCOUVER  
 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Firm: A KETTLE OF FISH

Postal Code: V6Z2E3  
 Street: PACIFIC  
 City: SURREY  
 CMA: VANCOUVER  
 Firm: A KETTLE OF FISH

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CMAS		STREETS		Businesses/Buildings				
CMAname	Streetname	Name	Number	Type	City	Prov		
TIMMINS	OXFORD PORT COQUITL	JOSEPH KOVACS OP BLACK TOP CAB #56	777	ST	VANCOUVER	BRIT		
TORONTO	OXLEY	KARAS OFFICE WORLD INC	1521B	AV	WHITE ROCK	BRIT		
TOUS-RIERES	OXLEY N	KARAS OFFICE WORLD INC	1521B	AV	WHITE ROCK	BRIT		
TRURO	OXADA	KATHY LEUEVER	1106	ST	VANCOUVER	BRIT		
VAL D'OR	PACEMORE	KELEX ENTERPRISES LTD	1228	DR	DELTA	BRIT		
	PACIFIC	KELVIN WONG	750	BV	VANCOUVER	BRIT		
VARNON		KERRY RONALD BIRKELAND O/A KERRY	431	BV	VANCOUVER	BRIT		
VICTORIA	PACIFIC CENTRE	KETTLE CO RESTAURANTS LTD	900	ST	VANCOUVER	BRIT		
VICTORIAVILLE	PACIFIC CENTRE VSE TC							
WALLACEBURG	PACIFIC VANCOUVER	KEVIN KOSICK	15223	AV	WHITE ROCK	BRIT		
WETASKIWIN	PACIFIC	KING MARKETING	1261	DR	DELTA	BRIT		
WEXBURN	PACKARD	KING MARKETING LTD	1261	DR	DELTA	BRIT		

A match could not be achieved using the firm name. **A KETTLE OF FISH**

The response provided was **900 PACIFIC ST SURREY BRITISH COLUMBIA V6Z2E3**.

A primary search is initiated using CMA. **VANCOUVER**

A secondary search is initiated using Street. **PACIFIC**

The searches have identified the reference file record on **PACIFIC ST**, in the CMA of **VANCOUVER**, with a firm name of **KETTLE OF FISH** at the civic number of **900**.

The reference file record identified by the search matches the response.

If the response and reference file firm name and address components are similar, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, continue your search.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Street Address File Intersections City/Town List Exit Coding Program

Street: 900 PACIFIC ST  
City: VANCOUVER BRITISH COLUMBIA  
Province: VANCOUVER  
Postal Code: V6Z2E3

City: VANCOUVER  
Cma: VANCOUVER  
Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Firm: A KETTLE OF FISH

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Detail File

Postal Code: V6Z2E3  
Street: PACIFIC  
City: VANCOUVER  
Cma: VANCOUVER  
Firm: A KETTLE OF FISH

Search ???

Original Order

CMAS		STREETS		Businesses/Buildings					
Cname	Streetname	Name	Number	Type	City	Prov			
TIMMINS	OXFORD PORT COQUITL	A & I MANAGEMENT LTD	1212	DR	DELTA	BRIT			
TORONTO	OXLEY	A B C BOAT CHARTERS LTD	750	BV	VANCOUVER	BRIT			
TROIS-RIVERS	OXLEY N	A B C BOAT CHARTERS LTD	750	BV	VANCOUVER	BRIT			
TRURO	OXLEY N	A B C BOAT CHARTERS LTD	750	BV	VANCOUVER	BRIT			
VALDOR	PACEMORE	A BATCH OF COD	1686	ST	VANCOUVER	BRIT			
	PACIFIC	A ROSENTHAL D/B BLACK TOP CABS 215	777	ST	VANCOUVER	BRIT			
VERNON	PACIFIC CENTRE	A TOUCH OF ELEGANCE	15242	AV	WHITE ROCK	BRIT			
VICTORIA	PACIFIC CENTRE	A-1 ABERDEEN PIANO TUNING & REPAIRS	15559	AV	WHITE ROCK	BRIT			
VICTORIAVILLE	PACIFIC CENTRE VSE TC	ABC BOAT CHARTERS LTD	750	BV	VANCOUVER	BRIT			
WALLACEBURG	PACIFIC VANCOUVER	ALDERGROVE PRODUCTIONS LTD	1025	DR	DELTA	BRIT			
WETASKIWIN	PACIFIC	ALPINE PROMOTIONS LTD	760	BV	VANCOUVER	BRIT			
WILKINSON	PACIFIC	ANDRE PRODUCTIONS	770	BV	VANCOUVER	BRIT			

A match could not be achieved using the firm name. **A KETTLE OF FISH**

The response provided was **900 PACIFIC ST VANCOUVER BRITISH COLUMBIA V6Z2E3**.

A primary search is initiated using CMA. **VANCOUVER**

A secondary search is initiated using Street. **PACIFIC**

The searches have identified reference file records on the street of **PACIFIC**, in the CMA of **VANCOUVER** but a similar firm name could not be found at a corresponding civic number.

The reference file record identified by the search does not match the response.

Continue your search by opening the Street Addresses reference file.

Street Addresses

**Note:** To code a response, ensure that:

for a single record occurrence in a City/CMA:

- 1- the City/CMA are the same for the response and record;
- 2- the firm name provided by the respondent is very similar to the firm name on the reference file; and
- 3- you are certain that the business/building occurs only once in the City/CMA (spelling differences).

for multiple record occurrences in a City/CMA:

- 1- the City/CMA are the same for the response and record;
- 2- the firm name provided by the respondent is very similar to the firm name on the reference file;
- 3- the street name provided by the respondent is very similar to the street name on the reference file; and
- 4- the civic number provided by the respondent falls in/close to the civic number range on the reference file.

## VI. The Street Addresses Reference File

The Street Addresses reference file contains most civic addresses for urban areas in Canada. It includes corresponding civic number range, odd or even indicator for the civic number, street name, street type, street direction, city, CMA and province name. This allows you to code by matching responses with different components of civic addresses.

When the Street Addresses reference file is opened, the system will automatically identify the reference file record which comes closest to matching the response. A secondary search on Street Name will be required, followed by a Blocks search. You may choose to code the response to the reference file record the system has identified or search the reference file for a closer match. Within the Street Addresses reference file, primary searches can be initiated using either the Street, City or CMA, with secondary searches on City with Street, or Street with City and CMA.

The following example shows a reference file record identified by the system when the respondent has provided a civic address of **901 Acacia Av., Ottawa, Ont.** If the response matches the reference file record identified by the system, code the response using the coding button.

Municipalities			STREETS		BLOCKS				
City	Cname	Province	Streetname		Type	Dir	From	To	OdPostals
OSO		ONTARIO	ABERDEEN		AV		815	875	O
OSOYOOS		BRITISH CO	ABERFOYLE		AV		850	870	E
OSOYOOS 1		BRITISH CO	ABITIBI		AV		895	915	O
OSPREY		ONTARIO	ABRAMS		AV		892	920	E
OTONABEE	PETERBOROUGH	ONTARIO	ACACIA						
OTTAWA	OTTAWA - FULL	ONTARIO	ACADEMY						
OTTENBURN PARK	MONTREAL	QUEBEC	ACADIA						
OUTLOOK		SASKATCHEW	ACRES						
OUTREMONT	MONTREAL	QUEBEC	ACTON						
OWEN SOUND	OWEN SOUND	ONTARIO	ADA						
OWEN SOUND	OWEN SOUND	SASKATCHEW	ADAM						
OWEN SOUND	OWEN SOUND	ONTARIO	ADAMS						

## A. Coding With the Street Addresses Reference File

When the Street Addresses reference file is opened, follow the procedures outlined below.

Compare the address provided by the respondent to the reference file record the system has identified.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Intersections City/Town List Exit Coding Program

Street: 512 PRINCE ROBERT DR  
City: VIEW ROYAL BRITISH COLUMBIA  
Province: V8B1C8  
Postal Code: V8B1C8

City: VIEW ROYAL  
Cma: VICTORIA  
Province: BRITISH COLUMBIA

Firm: RADIANT LURES LTD

CODE  
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Postal Code: V8B1C8  
Street: PRINCE ROBERT  
City: VIEW ROYAL  
Cma: VICTORIA  
Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Search ???

Original Order

Municipalities			STREETS		BLOCKS				
City	Cname	Province	Streetname	Type	Dir	From	To	Of	Postal
VIEW ROYAL		BRITISH C	PIPELINE						
VIEW ROYAL		BRITISH C	PLEASANT	DR		515	529	0	
VIEW ROYAL	VICTORIAVILLE	BRITISH C	PLOWRIGHT	LN		533	541	0	
VIEW ROYAL		BRITISH C	POLLY	LN		536	540	E	
VIEW ROYAL		BRITISH C	PORTUGAL COVE	DR		551	585	0	
VIEW ROYAL		BRITISH C	PRICE						
VIEW ROYAL		BRITISH C	PULSIFER						
VIEW ROYAL		BRITISH C	QUINCY						
VIEW ROYAL		BRITISH C	REGAN						
VIEW ROYAL		BRITISH C	REGENCY						
VIEW ROYAL		BRITISH C	RENEWAL						

The respondent-provided address was **512 PRINCE ROBERT DR VIEW ROYAL BRITISH COLUMBIA V8B1C8**.

When the Street Addresses reference file was opened, the system automatically identified the closest matching reference file record for the city of **VIEW ROYAL**, in the province of **BRITISH COLUMBIA** on the street of **PRINCE ROBERT**.

All the civic address ranges for **PRINCE ROBERT** have been shown. The civic number of **512** provided by the respondent has to be matched to the record with a street type of **DR** in the **E(ven)** civic number range **From 500 To 590**.

The reference file record identified by the system matches the response.

If the response and reference file address components match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, scroll up and down the reference file in search of a record which matches the response.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List **1996 Census of Population - Place of Work** Intersections City/Town List Exit Coding Program

Street: 512 PINCE ROBERT DR City: VIEW ROYAL  
City/V: VIEW ROYAL BRITISH COLUMBIA Cma: VICTORIA  
Province: BRITISH COLUMBIA  
Postal Code: V9B1C8 Province: BRITISH COLUMBIA

Firm: RADIANT LURES LTD

Postal Code: V9B1C8  
Street: PINCE ROBERT  
City: VIEW ROYAL  
Cma: VICTORIA  
Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Search ???

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Municipalities			STREETS		BLOCKS					
City	Cname	Province	Streetname	Type	Dir	From	To	Id	Postal	
VIEW ROYAL		BRITISH CO	PHILIP							
VIEW ROYAL		BRITISH CO								
VIEW ROYAL	VICTORIAVILLE	BRITISH CO	PLEASANT							
VIEW ROYAL		BRITISH CO	PLOWRIGHT							
VIEW ROYAL		BRITISH CO	POLLY							
VIEW ROYAL		BRITISH CO	PORTUGAL COVE							
VIEW ROYAL		BRITISH CO	PRICE							
VIEW ROYAL		BRITISH CO	PRINCE ROBERT							
VIEW ROYAL		BRITISH CO	PULSIFER							
VIEW ROYAL		BRITISH CO	QUINCY							
VIEW ROYAL		BRITISH CO	REGAN							
VIEW ROYAL		BRITISH CO	REGENT							

The respondent-provided address was **512 PINCE ROBERT DR VIEW ROYAL BRITISH COLUMBIA V9B1C8**.

When the Street Addresses reference file was opened, the system automatically identified the closest matching reference file record for the city of **VIEW ROYAL**, in the province of **BRITISH COLUMBIA** on the street of **PIPELINE**.

The response provided by the respondent and the Street Addresses reference file record do not match. By scrolling down, a correct match can be found with **PRINCE ROBERT**.

The reference file record you identified by scrolling matches the response.

If the response and reference file address components match, code the response.

If you have identified the correct city/place, which is not part of a CMA and the Street field is blank, then open the Cities/Towns reference file and code the response provided by the respondent.

1996 Census of Population - Place of Work

Edit Window About

Place of Work

Postal Code File Busin./Building List Intersections City/Town List Exit Coding Program

Street: 512 PRINCE ROBERT DR City: VIEW ROYAL  
 City: VIEW ROYAL BRITISH COLUMBIA Cma:   
 Province: BRITISH COLUMBIA  
 Postal Code: V9B1C8  
 Firm: RADIANT LURES LTD

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Postal Code: V9B1C8  
 Street: PRINCE ROBERT  
 City: VIEW ROYAL  
 Cma:   
 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Search STREET  
 Original Orders

Municipalities			STREETS		BLOCKS					
City	Cname	Province	Streetname	Type	Dz	From	To	Of	Postal	
VICTORIA, SUBD. A		NOVA SCO								
VICTORIA, SUBD. B		NOVA SCO								
VICTORIAVILLE	VICTORIAVILLE	QUEBEC								
VICTORY NO. 226		SASKATCH								
VIENNA		ONTARIO								
VIKING		ALBERTA								
VILLAGE ISLAND 1		BRITISH C								
VILLE MARIE		QUEBEC								
VILLEROY		QUEBEC								
VILNA		ALBERTA								
VINDY		QUEBEC								

The respondent-provided address was 512 PRINCE ROBERT DR VIEW ROYAL BRITISH COLUMBIA V9B1C8.

When the Street Addresses reference file was opened, the system automatically identified the closest matching reference file record for the city of VIEW ROYAL, in the province of BRITISH COLUMBIA.

When the identified city is not part of a CMA and no streets are shown, you will be unable to code this response using the Street Addresses reference file.

The reference file record you identified with only the city name cannot be matched because a street name or civic number could not be found within that city, therefore open the Cities/Towns reference file.

Cities/Towns



If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use CMA for the primary search and initialize the secondary search on Street.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List **Prin. V99B-C2** Intersections City/Town List Exit Coding Program

Street: 838 PRINCE ROBERT DR  
City: VIEW ROYAL BRITISH COLUMBIA  
Province: VICTORIA  
Postal Code: V9B1C8  
Firm: RADIANT LURES LTD

City: VIEW ROYAL  
Cma: VICTORIA  
Province: BRITISH COLUMBIA

CODE  
Refer  
Special Case  
Census Tract  
Previous  
Next  
Continue  
Detail File

Search ???

Original Order

Postal Code: V9B1C8  
Street: PRINCE ROBERT  
City: VIEW ROYAL  
Cma: VICTORIA  
Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

CMAS	STREETS	BLOCKS
Cname	Streetname	Type Dir From To Id City Province
TROIS RIVIERS	PRINCE ARTHUR	DR 0 0 E VICTORIA BRITISH COLUM
TRURO	PRINCE CHARLES	DR 0 0 E VICTORIA BRITISH COLUM
VAL D'OR	PRINCE EDWARD	DR 0 0 E VICTORIA BRITISH COLUM
VANDOLVER	PRINCE PHILIP	DR 621 637 E VICTORIA BRITISH COLUM
VERNON	PRINCE ARTHUR	DR 708 730 E VICTORIA BRITISH COLUM
VICTORIAVILLE	PRINCE DE GALLES	DR 711 741 E VICTORIA BRITISH COLUM
WALLACEBURG	PRINCE GEORGES	DR 811 849 E VICTORIA BRITISH COLUM
WETASKWIN	PRINCE RUPERT AVE	DR 1001 1095 E VICTORIA BRITISH COLUM
WEYBURN	PRINCESS	DR 1016 1054 E VICTORIA BRITISH COLUM
WHITEHORSE	PRINCESS ANNE	DR 1102 1119 E VICTORIA BRITISH COLUM
WILLOW LAKE	PRINCESS ELIZABETH	DR 1106 1163 E VICTORIA BRITISH COLUM

A match could not be achieved using City as a primary search because the response civic number could not be matched.

The respondent provided address was **838 PRINCE ROBERT DR VIEW ROYAL BRITISH COLUMBIA V9B1C8**.

A primary search is initiated using CMA. **VICTORIA**

A secondary search is initiated using Street. **PRINCE ROBERT**

The searches have identified a reference file record in the CMA of VICTORIA on **PRINCE ROBERT DR**, with an *E(even)* civic number range **From 830 To 852**.

The reference file record you identified by the search matches the response.

If the response and reference file address components match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use Street for the primary search and initialize the secondary search on City. Use ORDER if necessary to sort the cities, CMAs or provinces to allow an easier search.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List **Street/Place** Intersections City/Town List Exit Coding Program

Street: 512 PRINCE ROBERT DR City: VIWROYAL  
 City/Province: VIWROYAL BRITISH COLUMBIA Cma: BRITISH COLUMBIA  
 Postal Code: V9B1C8 Province: BRITISH COLUMBIA

Firm: RADIANT LURES LTD

☐ Postal Code: V9B1C8  
☒ Street: PRINCE ROBERT  
☐ City: VIWROYAL  
☐ Cma: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE  
☐ Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Search CMA

Original Order

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

STREETS	Municipalities			
Streetname	City	Cma	Province	
PRINCE PHILIP OUTREMON	VARENNES	MONTREAL	QUEBEC	
PRINCE PHILIP OUTREMON	LAVAL	MONTREAL	QUEBEC	
PRINCE PHILIP	SAINT LEONARD	MONTREAL	QUEBEC	
PRINCE PHILIP CREST WINN	BEAUPORT	QUEBEC	QUEBEC	
PRINCE PHILIP LONDON	SAINT JOHN	SAINT JOHN	NEW BRUNSWICK / NOUV	
PRINCE RUPERT	ST. CATHARINES	ST. CATHARINES - NIAGARA	ONTARIO	
PRINCE RUPERT				
PRINCE RUPERT ALTEUIL LA				
PRINCE RUPERT LAVAL				
PRINCE RUPERT SHERBOKE				
PRINCE RUPERT LAVAL				
PRINCE RUPERT LAVAL				

A match could not be achieved using CMA as a primary search because the city name provided by the respondent was incorrect.

The respondent-provided address was 512 PRINCE ROBERT DR VIWROYAL BRITISH COLUMBIA V9B1C8.

A primary search is initiated using Street. **PRINCE ROBERT**

A secondary search is initiated using City. **VIWROYAL**

Use ORDER if necessary to sort the Cities, CMAs or Provinces to allow an easier search.

The searches have identified a reference file record on the street **PRINCE ROBERT**, in the city of **VIEW ROYAL**.

The reference file record you identified by the searches are similar. The respondent has identified the city of VIWROYAL when she/he should have written VIEW ROYAL.

If the response and reference file address components match, change the CMA primary search key and then code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, refer the response. Enter comments, if necessary, explaining why the response was referred.

1996 Census of Population Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Intersections City/Town List Exit Coding Program

Street: 512 PINCE ROBERT DR City: VIEWSROYAL  
 City: VIEWSROYAL BRITISH COLUMBIA Cma: VICTORIA  
 Province: BRITISH COLUMBIA  
 Postal Code: V9B1C8 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Firm: RADIANT LURES LTD

Postal Code: V9B1C8  
 Street: PINCE ROBERT  
 City: VIEWSROYAL  
 Cma: VICTORIA  
 Province: BRITISH COLUMBIA / COLOMBIE-BRITANNIQUE

Search ???

Original Order

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

CMAS

Cname	Streetname	Type	Dir	From	To	City	Province
TROIS-RIVIÈRES	PIKE						
TRURO	PILOT						
VAL D'OR	PIM HEAD						
VANCOUVER	PIMLOTT						
VERNON	PINARD						
VICTORIA	PINCOURT						
VICTORIAVILLE	PINE						
WALLACEBURG	PINE RIDGE						
WETASKWIN	PINE VALLEY						
WHEATRIE	PINECREST						
WHITEHORSE	PINEDALE						
WILLIAMSLAKE	PINEGROVE						

A match could not be achieved using CMA as a primary search because the street name provided by the respondent could not be matched.

The respondent provided address was 512 PINCE ROBERT DR VIEWSROYAL BRITISH COLUMBIA V9B1C8.

The searches have identified only a reference file record for the CMA of VICTORIA.

The reference file record you identified by the searches are not similar. The respondent has identified the street of PRINCE ROBERT which could not be found.

**Note:** To code a response, ensure that:

- 1- the City/CMA are the same for the response provided by the respondent and the reference file record;
- 2- the street name provided by the respondent is very similar to the street name on the reference file record; and
- 3- the civic number provided by the respondent falls within the civic number range on the reference file record. (Watch for the O-dd and E-even identifiers.)

If the respondent has provided enough information to allow a possible match and you have followed the procedures without being able to confidently code the response, refer the response to Tier 2 coding with a short explanation of why you were unable to code the response.

Refer Confirmation	
<b>Send response to Tier 2 Coders?</b>	
<b>Comments:</b>	
Response could not be coded because the street name Pince Robert could not be found in Victoria.	
<b>Accept</b>	<b>Cancel</b>

## VII. The Intersections Reference File

The Intersections reference file contains the names of most intersecting streets in Canada, with the corresponding city, CMA and province name. This file allows responses to be matched to the intersection of two streets.

When the Intersections reference file is opened, the system will automatically identify the closest matching reference file record to the city and street 1 name provided by the respondent. You may either choose to code the response to the reference file record the system has identified or search the reference file for a closer match. Within the Intersections reference file, primary searches can be initiated using either the City, Street 1 or CMA, with secondary searches on City and CMA, with Street 1 or Street 1 with Street 2.

The following illustration shows a reference file record identified by the system when a response had the city **Ottawa** in the province of **Ontario** with Street 1 as **Preston St.** If the response can be matched to the reference file record identified by the system, code the response.

Municipalities			STREET 1		STREET 2		
City	Cma	Province	Street	Type	Street	Type	Dir
OSPREY	A - HULL	ONTARIO	PRENTISS	RU	ALEXANDER	BV	
OTONABEE	PETERIA - HULL	ONTARIO	PRESCOTT	RD	ALGUSTA	ST	
OTTAWA	OTTAWA - HULL	ONTARIO	PRESLAND	RD	ALNK	ST	
OTTERBURN PARK	MONTRA - HULL	ONTARIO	PRESTEIGN	AV	ALTERING	RD	
OUTLOOK	A - HULL	ONTARIO	PRESTON	ST	ALLJURCH	ST	
OUTREMONT	MONTRA - HULL	ONTARIO	PRESTONVALE	RD	ALANBERRY	LN	
OWEN SOUND	OWEN IA - HULL	ONTARIO	PRESTWICK	DR	ALANKLIN	RD	
OWBOW	A - HULL	ONTARIO	PRETORIA	AV	ALLCREST	DR	
OXFORD		NOVA SCOTIA / NOUVE	PRICE	RU	HILLCREST	AV	
OXFORD (ON RIDEAU)		ONTARIO	PRIMROSE	AV	KEELE	ST	W
OXFORD HOUSE 24		MANITOBA	PRINCE	ST	KENNEDY	RD	
OYEN		ALBERTA	PRINCE ALBERT	ST	LEMBITU	AV	

## A. Coding With the Intersections Reference File

When the Intersections reference file is opened, follow the procedures outlined below.

Compare the intersection provided by the respondent to the reference file record the system has identified.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File **Intersections** City/Town List Exit Coding Program

Street: VICTORIA AT DEVON City: THUNDER BAY  
 City: THUNDER BAY ONTARIO Cna: THUNDER BAY  
 Province: THUNDER BAY Province: ONTARIO  
 Postal Code: Firm: HOLLAND BAKERY

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Postal Code: ☐ ☐ ☒ ☐  
 Street 1: VICTORIA  
 City: THUNDER BAY  
 Cna: THUNDER BAY  
 Street 2: DEVON

Search STREET1  
 Original Order

Municipalities			STREET 1			STREET 2		
City	Cname	Province	Street	Type	Dir	Street	Type	Dir
THUNDER BAY		ONTARIO	VICTORIA	AV		ALGOMA	ST	N
THUNDER BAY	ST. CATHARINE	ONTARIO	VICTORIA	AV		ALLAN	ST	
THUNDER BAY	EDMONTON	ONTARIO	VICTORIA	AV		ASHBURY	RD	
THUNDER BAY		ONTARIO	VICTORIA	AV		ATLANTIC	AV	E
THUNDER BAY		ONTARIO	VICTORIA	AV		CAIRNS VALLEY	CT	
THUNDER BAY	THUNDER BAY	ONTARIO	VICTORIA	AV		CHANCERY	LN	
THUNDER BAY		ONTARIO	VICTORIA	AV		DEVON	RD	
THUNDER BAY	BELLEVILLE	ONTARIO	VICTORIA	AV		GLENFOREST	RD	
THUNDER BAY		ONTARIO	VICTORIA	AV		GOLDFINCH	CT	
THUNDER BAY	CAMPBELLTON	ONTARIO	VICTORIA	AV		GRENOBLE	BV	
THUNDER BAY		ONTARIO	VICTORIA	AV		HANOVER	RD	
THUNDER BAY		ONTARIO	VICTORIA	AV		HERVEY	DR	

An intersection was provided by the respondent as their location of work. **VICTORIA AT DEVON**

The response provided was **VICTORIA AT DEVON THUNDER BAY ONTARIO**.

When the Intersections reference file was opened the system automatically identified the city of **THUNDER BAY** with the Street 1 of **VICTORIA**.

The intersecting street could be found by scrolling Street 2. **DEVON**

The reference file record identified by the system matches the response.

If the response and reference file intersection components match, code the response.

If you have identified the correct city/place, which is not part of a CMA and the Street field is blank, then open the Cities/Towns reference file and code the response provided by the respondent.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File **Intersections File** City/Town List Exit Coding Program

Street: VICTORIA AT DEVON City: THREE HILLS  
 City/Province: THREE HILLS ALBERTA Cma: Province: ALBERTA  
 Postal Code: Firm: HOLLAND BAKERY

CODE Refer Special Case Census Tract Previous Next Continue Detail File

Search ???

Original Order

Postal Code: ☐ ☐ VICTORIA  
☒ City: THREE HILLS  
☐ Cma: ☐ Street 2: DEVON

Municipalities			STREET 1		STREET 2	
City	Cname	Province	Street	Type Dir	Street	Type Dir
THORNBURY		ONTARIO				
THORNE		QUEBEC				
THORNLOE		ONTARIO				
THOROLD	ST. CATHARIN	ONTARIO				
THORSBY	EDMONTON	ALBERTA				
THREE LAKES NO. 400		SASKATCHEW				
THUNDER BAY	THUNDER BAY	ONTARIO				
THUNDER BAY, UNORGANIZED		ONTARIO				
THURLOW	BELLEVILLE	ONTARIO				
THURSO		QUEBEC				
TIDE HEAD	CAMPBELLTON	NEW BRUNSWICK				

The respondent-provided address was **VICTORIA AT DEVON THREE HILLS ALBERTA**.

When the Intersections reference file was opened, the system automatically identified the closest matching reference file record for the city of **THREE HILLS**, in the province of **ALBERTA**.

When the correct city has been identified, but is not part of a CMA and no streets are shown, you will be unable to code this response using the Intersections reference file.

The reference file record you have identified with only the city name cannot be matched because a Street 1 or Street 2 could not be found within that city, therefore open the Cities/Towns reference file.

Cities/Towns

If the response provided by the respondent and the reference file record identified by the system do not match, scroll up and down the reference file in search of a record which matches the response.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File **Intersections File** City/Town List Exit Coding Program

Street: VICTORIA AT DEVON City: THUNDER BAY  
 City\ Province: THUNDER BAY ONTARIO Cma: THUNDER BAY  
 Postal Code: Province: ONTARIO

Firm: HOLLAND BAKERY

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Search ???

Original Order

Postal Code:  
 Street 1:  
 City:  
 Cma:  
 Street 2:

VICTORIA  
 THUNDER BAY  
 THUNDER BAY  
 DEVON

Municipalities			STREET 1			STREET 2		
City	Cmaname	Province	Street	Type	Dir	Street	Type	Dir
THORSBY	EDMONTON	ALBERTA						
THREE HILLS		ALBERTA						
THREE LAKES NO. 400		SASKATCHEW						
THUNDER BAY	THUNDER BAY	ONTARIO						
THUNDER BAY, UNORGANIZED		ONTARIO						
THURSO		QUEBEC						
TIDE HEAD	CAMPBELLTON	NEW BRUNSWICK						
TIGNISH		PRINCE EDWARD						
TILBURY		ONTARIO						
TILBURY EAST		ONTARIO						
TILBURY NORTH		ONTARIO						

The response provided was **VICTORIA AT DEVON THUNDER BAY ONTARIO**.

When the Intersections reference file was opened the system automatically identified the city of **THURLOW**.

The response provided by the respondent and Intersections reference file record do not match. By scrolling, a correct match can be found with **THUNDER BAY**.

The reference file record you have identified by scrolling matches the response.

If the intersection is located, code the response.



If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use CMA for the primary search and initialize the secondary search on Street 1.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File **Intersections** City/Town List Exit Coding Program

Street: VICTORIA AT DEVON City: THUNDER BAY  
 City: TBAY ONTARIO Cms: THUNDER BAY  
 Province: ONTARIO

Postal Code: Firm: HOLLAND BAKERY

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

☐ Postal Code: P7C1B6  
☐ Street 1: VICTORIA  
☐ City: TBAY  
☒ Cms: THUNDER BAY  
☐ Street 2: DEVON

Search STREET 1

Original Order

CMAS		STREET 1			STREET 2			City	Province
Cmasname	Street	Type	Dir	Street	Type	Dir	City	Province	
SWIFT CURRENT	VICTORIA	AV		ALGOMA	ST	N	THUNDER BAY	ONTARIO	
SYDNEY	VICTORIA	AV		ALLAN	ST		THUNDER BAY	ONTARIO	
TERRACE	VICTORIA	AV		ASHBURY	RD		THUNDER BAY	ONTARIO	
THETFORD NINES	VICTORIA	AV		ATLANTIC	AV	E	THUNDER BAY	ONTARIO	
THOMPSON	VICTORIA	AV		CAIRNS VALLEY	CT		THUNDER BAY	ONTARIO	
THUNDER BAY	VICTORIA	AV		CHANCERY	LN		THUNDER BAY	ONTARIO	
TILSONBURG	VICTORIA	AV		DEVON	RD		THUNDER BAY	ONTARIO	
TIMMINS	VICTORIA	AV		GLENFOREST	RD		THUNDER BAY	ONTARIO	
TORONTO	VICTORIA	AV		GOLDFINCH	CT		THUNDER BAY	ONTARIO	
TROIS-PIERRES	VICTORIA	AV		GRENOBLE	BV		THUNDER BAY	ONTARIO	
TRURO	VICTORIA	AV		HANOVER	RD		THUNDER BAY	ONTARIO	
VAL D'OR	VICTORIA	AV		HERSLEY	RD		THUNDER BAY	ONTARIO	

A match could not be achieved using the city because the response **TBAY** could not be matched.

The response provided was **VICTORIA AT DEVON TBAY ONTARIO**.

A primary search is initiated using CMA. **THUNDER BAY**

A secondary search is initiated using Street 1. **VICTORIA**

The searches have identified the reference file record in the City of **THUNDER BAY**, with Street 1 **VICTORIA**. The intersecting street could be found by scrolling Street 2. **DEVON**

The reference file record identified by the search matches the response.

If the response and reference file intersection components match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use Street 1 for the primary search and initialize the secondary search on Street 2.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersection City/Town List Exit Coding Program

Street: VICTORIA AT DEVON City: THUNDER BAY  
 City/A: TBAY ONTARIO Cma: Province: ONTARIO  
 Postal Code: Firm: HOLLAND BAKERY

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Postal Code:  
☐ Street 1: VICTORIA  
☒ City: TBAY  
☐ Cma:  
☐ Street 2: DEVON

Search ???  
 Original Order

STREET 1			STREET 2			MUNICIPALITY	
Street	Type	Dir	Street	Type	Dir	City	Province
VICTOR PERRON	RU		DERRY	RD	E	MILTON	ONTARIO
VICTORIA	RU		DESAUTELS	RU		MONTREAL	QUEBEC
VICTORIA	RU		DESCHAMPS	PL		MONTREAL	QUEBEC
VICTORIA	RU		DESROCHERS	RU		FLAMBOROUGH	ONTARIO
VICTORIA	RU		DESSON	AV		DARTMOUTH	NOVA SCOTIA / N
VICTORIA	RD		DELMEME RUISS, DU	MO		TORONTO	ONTARIO
VICTORIA AST	RU		DEVON	RD		THUNDER BAY	ONTARIO
VICTORIA AVEE	RU		DEWDNEY	AV		REGINA	SASKATCHEWAN
VICTORIA AVEE EAST THUR	RU		DIAMOND	CR		GUELPH	ONTARIO
VICTORIA BAIE D'URFE	RD		DIANE	AV		ROCKLAND	ONTARIO
VICTORIA BAIE D'URFE	RU		DICKSON	ST		SAINT JOHN	NEW BRUNSWIC
VICTORIA RC	RU		DION DE	RU		MONTREAL	QUEBEC

A match could not be achieved using the CMA because a CMA could not be established.

The response provided was **VICTORIA AT DEVON TBAY ONTARIO**.

A primary search is initiated using Street 1. **VICTORIA**

A secondary search is initiated using Street 2. **DEVON**

The searches have identified the reference file record for street 1 as **VICTORIA**, with street 2 **DEVON**, in the city of **THUNDER BAY**, in the province of **ONTARIO**.

The reference file record identified by the search matches the response.

If the response and reference file intersection components match, code the response.

The reference file record you identified with the search is not similar. The respondent has identified street 2 as WEST which could not be found.

**Note:** To code a response, ensure that:

- 1- the City/CMA are the same for the response provided by the respondent and the reference file record; and
- 2- the street names provided by the respondent are very similar to the street names on the reference file.

If the respondent has provided enough information to allow a possible match and you have followed the procedures without being able to confidently code the response, refer the response to Tier 2 coding with a short explanation of why you were unable to code the response.

Refer Confirmation	
<b>Send response to Tier 2 Coders?</b>	
<b>Comments:</b>	
Response could not be coded because an intersection of Victoria at West could not be identified in TBAY	
<div>Accept</div> <div>Cancel</div>	

## VIII. The Cities/Towns Reference File

The Cities/Towns reference file contains the names of most places in Canada, with the corresponding city or town name, city type, best occurrence of multiples, CMA and province name. This reference file allows responses to be coded by matching placenames. Placenames can be urban neighbourhoods, airports, communities, cities, towns, etc.

When the Cities/Towns reference file is opened, the system will automatically identify the closest matching reference file record to the place provided by the respondent. You may choose to code the response using the reference file record the system has identified or search the reference file for a closer match. With the Cities/Towns reference file, primary searches can be initiated using either the City, CMA or Placename with secondary searches on Placename.

The following example shows a reference file record identified by the system when the respondent wrote Tunney's Pasture in the city of Ottawa in the province of Ontario. If the response matches the reference file record identified by the system, code the response.

Place					
Placename	City/town	Citytype	Best	Cma	Province
TUNNELL	CENTRAL KOOTENAY, SUBD. A	C	1		BRITISH COLUMBIA / COLOMBIE-BRIT
TUNNEY'S PASTURE	OTTAWA	C	1	OTTAWA-HULL	ONTARIO
TUNSTALL	ENTERPRISE NO. 142	C	1		SASKATCHEWAN
TUNUNUK	INUVIK, UNORGANIZED	C	1		NORTHWEST TERRITORIES / TERRI
TUPPER	PEACE RIVER, SUBD. C	C	1		BRITISH COLUMBIA / COLOMBIE-BRIT
TUPPER	RICHMOND, SUBD. A	C	1		NOVA SCOTIA / NOUVELLE-ÉCOSSE
TUPPER LAKE	KINGS, SUBD. A	C	1		NOVA SCOTIA / NOUVELLE-ÉCOSSE
TUPPER TOWNSHIP	ALGOMA, UNORGANIZED, NORTH PART	C	1		ONTARIO
TUPPERS TRAILER COURT	ANNAPOLIS, SUBD. C	C	1		NOVA SCOTIA / NOUVELLE-ÉCOSSE
TUPPERVILLE	ANNAPOLIS, SUBD. A	C	1		NOVA SCOTIA / NOUVELLE-ÉCOSSE
TUPPERVILLE	BURY	C	1		QUEBEC
TUPPERVILLE	CHATHAM	C	1		ONTARIO

**Best Occurrence of multiples:**

If a respondent has only identified a placename and a province, it is possible that more than one reference file record will match. When this occurs, check if the respondent's place of residence matches any of the city/town records. If the place of residence matches a city/town record, code the response. If the place of residence does not match any of the multiple city/town records, code the response to the one multiple record that has the "Best Occurrence of Multiples" code of 1. If no matching record has a "Best Occurrence of Multiples" code of 1, refer the response. If more than one record has a "Best Occurrence of Multiples" code of 1, refer the response.

## A. Coding With the Cities/Towns Reference File

When the Cities/Towns reference file is opened, follow the procedures outlined below.

Compare the placename provided by the respondent to the reference file record the system has identified.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: CONSTANCE BAY City: WEST CARLETON  
 City/Province: WEST CARLETON ONTARIO CMA: OTTAWA-HULL  
 Postal Code: Province: ONTARIO

Frm: THE POINT

☐ Postal Code:  
☐ Street:  
☐ City:  
☐ CMA:  
☒ Place:

CONSTANCE BAY  
 WEST CARLETON  
 OTTAWA-HULL  
 CONSTANCE BAY

Search ???

Original Order

CODE  
 Register  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Placename	Citytown	Citytype	Best	Cmaname	Province
CONSORT	CONSORT	TP	1		ALBERTA
CONSORT AIRPORT	SPECIAL AREA NO. 4	TP	1		ALBERTA
CONSTABLEARY BEACH	YUKON, UNORGANIZED	TP	1		YUKON
CONSTANCE	HULLETT	TP	1		ONTARIO
CONSTANCE	POPULAR VALLEY NO 12	TP	1		SASKATCHEWA
CONSTANCE BAY	WEST CARLETON	TP	1	OTTAWA-HULL	ONTARIO
CONSTANCE LAKE	ALDOMA, UNORGANIZED, NORTH PART	TP	1		ONTARIO
CONSTANCE LAKE 92	CONSTANCE LAKE 92	TP	1		ONTARIO
CONSTANT CREEK	GRATTAN	TP	1		ONTARIO
CONSUL	CONSUL	TP	1		SASKATCHEWA
CONTACT CREEK	YUKON, UNORGANIZED	TP	1		YUKON
CONTRACTOR	CONTRACTOR	TP	1		QUEBEC

A placename was provided by the respondent as his/her location of work. **CONSTANCE BAY**

The response provided was **CONSTANCE BAY WEST CARLETON ONTARIO**.

When the Cities/Towns reference file was opened the system automatically identified the place of **CONSTANCE BAY** in the town of **WEST CARLETON** in the CMA of **OTTAWA-HULL**, in the province of **Ontario**.

The reference file record identified by the system matches the response.

If the response and Cities/Towns reference file record match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, scroll up and down the reference file to find the closest match.

1996 Census of Population: Place of Work

Exit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: CONSTANCE City: WEST CARLETON  
 City/A Province: WEST CARLTON ONTARIO Cma: OTTAWA-HULL  
 Postal Code: Province: ONTARIO

Firm: THE POINT

☐ Postal Code:   
☐ Street:   
☐ City:   
☐ Cma:   
☒ Place:

Search ???

Original Order

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

A placename was provided by the respondent as his/her location of work. **CONSTANCE**

The response provided was **CONSTANCE WEST CARLTON ONTARIO.**

When the Cities/Towns reference file was opened, the system automatically identified the place of **CONSTANCE** in the town of **HULLETT**, in the province of **ONTARIO**.

The response provided by the respondent and the Cities/Towns reference file record do not match. By scrolling, a correct match can be found with **CONSTANCE BAY**.

The reference file record identified by the system matches the response.

If the response and Cities/Towns reference file record match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use City for the primary search and initialize the secondary search on Place.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: CANSTANCE BAY City: WEST CARLETON  
 City: WEST CARLETON ONTARIO CMA: OTTAWA-HULL  
 Province: ONTARIO Province: ONTARIO  
 Postal Code: Firm: THE POINT

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Postal Code: ☐ Street: ☐ City: ☒ CMA: ☐ Place: ☐

Search ???

Original Order

Municipalities				Places	
Citytype	Cityname	Province	Placename	Best	
SD	WEST CARLETON	ONTARIO	ANTRIM	1	
IT	WEST CARLETON	ONTARIO	BUCKHAM BAY	1	
SV	WEST CARLETON	ONTARIO	CARP	1	
R	WEST CARLETON	ONTARIO	CARP AIRPORT	1	
VL	WEST CARLETON	ONTARIO	CEDAR RIDGE	1	
TP	WEST CARLETON	ONTARIO	CANSTANCE BAY	1	
SV	WEST CARLETON	ONTARIO	CORKERY	1	
RV	WEST CARLETON	ONTARIO	CORKERY WOODS	1	
TP	WEST CARLETON	ONTARIO	DEERWOOD ESTATES	1	
MD	WEST CARLETON	ONTARIO	DIRLETON	1	
TP	WEST CARLETON	ONTARIO	DUNROBIN	1	
TP	WEST CARLETON	ONTARIO	DUNROBIN SHORE	1	

A match could not be achieved using the placename **CANSTANCE BAY**.

The response provided was **CANSTANCE BAY WEST CARLETON ONTARIO**.

A primary search is initiated using City. **WEST CARLETON**

A secondary search is initiated using placename. **CANSTANCE BAY**

The searches have identified the reference file record in the city of **WEST CARLETON**, in the CMA of **OTTAWA-HULL**, in the province of **ONTARIO** where a placename of **CANSTANCE BAY** can be found.

The reference file record identified by the system matches the response.

If the response and reference file place name match, code the response.



If the response provided by the respondent and the reference file record identified by the system do not match, perform a primary search. Use CMA for the primary search and initialize the secondary search on Place.

1996 Census of Population - Place of Work

Edit Window About

Place of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town List Exit Coding Program

Street: CONSTANCE BAY City: WEST CARLETON  
 CMA: OTTAWA-HULL  
 Province: OTTAWA  
 Postal Code:   
 Firm: THE POINT

CODE  
 Refer  
 Special Case  
 Census Tract  
 Previous  
 Next  
 Continue  
 Detail File

Search ???

Original Order

☐ Postal Code:  
☐ Street:  
☐ City:  
☒ CMA:  
☐ Place:

CONSTANCE BAY  
 OTTAWA  
 OTTAWA-HULL  
 CONSTANCE BAY

CMAS	Placename	Citytown	Citytype	Best
NORTH BATTLEFORD	CLARENCE	CLARENCE	TP	1
NORTH BAY	CLARENCE CREEK	CLARENCE	TP	1
ORILLIA	CLEARVIEW	NEPEAN	C	1
OSHAWA	CLEMENT	AYLMER	V	0
OTTAWA-HULL	CONFEDERATION HEIGHTS	OTTAWA	C	1
OWEN SOUND	CONNAUGHT GARDENS	AYLMER	V	1
PEMBRROKE	CONSTANCE BAY	WEST CARLETON	TP	1
PENTICTON	CONVENT GLEN	GLOUCESTER	C	1
PETERBOROUGH	COPELAND PARK	OTTAWA	C	1
PORT ALBERT	CORKERY	WEST CARLETON	TP	1
PORT HURON	CORKERY WOODS	WEST CARLETON	TP	1
PORT OF ARTHUR	COUNTRY CLUB VILLAGE	GROUPOURN	TP	1

A match could not be achieved using the placename **CONSTANCE BAY** in the city of **OTTAWA**.

The response provided was **CONSTANCE BAY OTTAWA ONTARIO**.

A primary search is initiated using CMA. **OTTAWA-HULL**

A secondary search is initiated using placename. **CONSTANCE BAY**

The search have identified the reference file record, in the CMA of **OTTAWA-HULL**, where a placename of **CONSTANCE BAY** can be found in the town of **WEST-CARLETON**.

The reference file record identified by the system matches the response.

If the response and reference file place name match, code the response.

If the response provided by the respondent and the reference file record identified by the system do not match, refer the response. Enter comments, if necessary, explaining why the response was referred.

1996 Census of Population - Place of Work

Edit Window About

Place Of Work

Postal Code File Busin./Building List Street Address File Intersections City/Town/City Exit Coding Program

Street: CON BAY City: WEST CARLETON  
City: OTTAWA ONTARIO Cma: OTTAWA-HULL  
Province: OTTAWA Province: ONTARIO  
Postal Code:   
Firm: THE POINT

CODE  
Refer  
Special Case  
Census Tract  
Previous  
Next  
Continue  
Detail File

Search ???

Original Order

CMAS	Place	Citytown	Citytype	Best
Cma	Placename			
NORTH BATTLEFORD	CHUTES PAUGAN	BUCKINGHAM	V	1
NORTH BAY	CITY VIEW	NEPEAN	C	1
ORILLIA	CLARENCE	CLARENCE	TP	1
OSHAWA	CLARENCE CREEK	CLARENCE	TP	1
OTTAWA-HULL	CLEARVIEW	NEPEAN	C	1
OWEN SOUND	CLEMENT	AYLMER	V	0
PEMBROKE	CONFEDERATION HEIGHTS	OTTAWA	C	1
PENICTON	CONNAUGHT GARDENS	AYLMER	V	1
PETERBOROUGH	CONSTANCE BAY	WEST CARLETON	TP	1
PORT ALBERNI	CONVENT GLEN	GLOUCESTER	C	1
PORT HOPE	COPELAND PARK	OTTAWA	C	1
PORT LA PRAIRIE	CORKERY	WEST CARLETON	TP	1

A match could not be achieved using the CMA of **OTTAWA-HULL** because the placename **CON BAY** could not be matched.

The response provided was **CON BAY OTTAWA ONTARIO**.

The searches have identified the reference file record for only the CMA of **OTTAWA-HULL**.

The reference file record you identified by the searches are not similar. The respondent has identified the place of CON BAY which could not be found.

**Note:** To code a response, ensure that:

- 1- the City/CMA are the same for the response provided by the respondent and the reference file record;
- 2- the placename provided by the respondent is very similar to the placename on the reference file record;
- 3- the provinces match; and
- 4- you have selected the best occurrence.

If the respondent has provided enough information to allow a possible match and you have followed the procedures without being able to confidently code the response, refer the response to Tier 2 coding with a short explanation of why you were unable to code the response.

Refer Confirmation

Send response to Tier 2 Coders?

Comments:

Response could not be coded because the Place of  
CON BAY could not be located in CMA of OTTAWA-HULL.

Accept

Cancel



## **IX. Quality Control (QC)**

You have many choices available to you when processing responses. A Quality Control System has been established for Interactive Coding to verify that you are accurately coding responses.

The Quality Control System has been programmed to take a sample from the responses you code during the day. This sample is distributed to other Tier 1 coders for Quality Control. If a large percentage of the quality control codes match the original response codes, all the codes you assigned for that day are accepted and taken out of circulation. If a large percentage of the codes in the sample do not match, they are sent to Tier 2 coders for adjudication. Tier 2 coders recode the sample; the effect is that accuracy of your codes vs. the codes questioned by Tier 1 Quality Control coders can be measured. The system will assign you an error if the Tier 2 coder agree with the Tier 1 Quality Coder; if they judge that your original codes are correct, the error is assigned to the Tier 1 Quality Control coder instead.

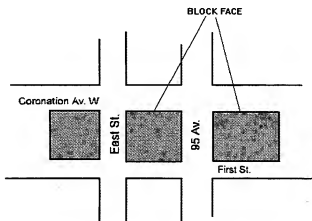
As a Tier 1 coder you will be coding responses for the first time, and acting as a Tier 1 Quality Control coder, recoding responses which have previously been coded. You will not know whether the response on your screen has been previously coded or not. All coding errors which you make, either as an original Tier 1 coder or as a Tier 1 Quality Control coder, are recorded and monitored.



## X. Glossary

### Block-face Representative Point

A block-face is a small recognizable geographic unit to which census data can be associated. The block-face refers to one side of a city street, normally between consecutive intersections with streets or other physical features such as creeks or railways. Each block-face has a representative point which is centered in the middle and associated to geographic coordinates.



### Census Agglomeration (CA)

A census agglomeration (CA) is a large urban area which shares a high degree of economic and social integration with adjacent urban and rural areas. A CA is delineated around an urban area with a population of at least 10,000 based on the previous census.

### Census Metropolitan Area (CMA)

A census metropolitan area (CMA) is a very large urban area which shares a high degree of economic and social integration with adjacent urban and rural areas. A CMA is delineated around an urban area with a population of at least 100,000 based on the previous census. It is important to keep in mind that the same street may appear in several different cities, if those cities are part of the same CMA (for example, Danforth Avenue will appear in the cities of Toronto, East York and Scarborough, all of which are part of the Toronto CMA).

### Census Subdivision (CSD)

The general term which applies to municipalities or their equivalent. Examples are cities, towns, townships, parishes, villages, hamlets, Indian reserves.

### **Enumeration Area (EA)**

An enumeration area is the area canvassed by one census representative. It is the building block of all standard geographic areas. EAs are defined by the number of households they contain (375 maximum in urban areas and 125 minimum in rural areas), and by physical boundaries such as bodies of water and streets. In urban areas, a neighbourhood will usually have several EAs.

### **Employed Labour Force**

The employed labour force includes all persons 15 years of age and over, excluding institutional residents, working for wages or salaries, all persons working in their own business, farm or profession, and all persons working without pay in a family farm or business during the reference week, as well as persons who were absent from their job or business because of illness, labour dispute at their place of work, vacation, etc. at the time of the census.

### **Experienced Labour Force**

The experienced labour force refers to persons who were employed on census day or who were unemployed during the week prior to May 14, 1996, but who had worked at sometime since January 1, 1995.

### **Geocoding**

Geocoding is a technique used to geographically code and link census households to small geographical units such as block-faces, EAs.

### **Postal Code**

The postal code is a six-character alphanumeric code (ANA NAN) defined and maintained by Canada Post Corporation to process mail. The first character of a postal code represents a portion of a province or territory in alphabetic sequence from east to west across Canada.

### **Place of Work Status**

#### **Worked at home**

Persons who live and work at the same physical location, such as farmers, teleworkers.



**Worked outside Canada**

Persons who worked outside Canada on Census day. This most often applies to foreign diplomats, armed forces personnel and "non-military" Canadians who hold jobs in other countries.

**No fixed workplace address**

Persons who do not necessarily commute to the same location at the beginning of each work shift, such as tradespeople, construction workers and delivery personnel.

**Worked at the address specified below**

Persons who commute to an employer's address most of the time. This applies to most of Canada's experienced labour force. These respondents are instructed to write in a complete civic address, though street intersections and/or building names are accepted.

**Reference File Record**

A reference file record is a line/row of information/components such as firm name, street address, postal code, etc. which are included on one of the five reference files. A reference file record is matched to write-in responses provided by census respondents in order to code census respondents to small geographic units (geocoding).

**Response**

A response is the information provided by census respondents to a Statistics Canada question on the Census Form. Each response is matched to one reference file record.

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